



BEAUMONT-CHERRY VALLEY WATER DISTRICT
560 Magnolia Avenue, Beaumont, CA 92223

**MINUTES OF SPECIAL MEETING
OF THE BOARD OF DIRECTORS**
Tuesday, November 1, 2022 at 11:00 a.m.

***Meeting held via video teleconference pursuant to
California Government Code Section 54950 et. seq.
and BCVWD Resolution 2022-32***

Call to Order: President Williams

President Williams called to order the meeting at 5:38 p.m.

Roll Call:

| | |
|--------------------|--|
| Directors present: | Covington, Hoffman, Ramirez, Slawson, Williams |
| Directors absent: | None |
| Staff present: | General Manager Dan Jagers Director of Operations James Bean Director of Engineering Mark Swanson Director of Information Technology Robert Rasha Human Resources Administrator Sabrina Foley Administrative Assistant Cenica Smith |
| Legal Counsel | James Markman |

Members of the public who registered their attendance: None.

Announcement of Teleconference Participation

General Manager Dan Jagers clarified that this meeting is conducted pursuant to California Government Code Section 54953 and AB 361.

The teleconference capabilities of this meeting have been identified in the Notice and Agenda. Due to the danger of COVID-19, the teleconference locations are not publicly accessible. The public's right to comment and participate in the meeting is being assured via teleconference capabilities.

Mr. Jagers verified that all directors have indicated that they are able to hear the other directors clearly. No directors expressed any reason to believe, based on voice recognition or otherwise, that those persons representing themselves to be directors are not truly so.

Public Comment: None.

1. Adjustments to the Agenda: None.

2. Approve Workshop: Strategic Planning for District Succession and Workforce Planning Led by Representatives from the Mejorando Group:

- a. Establish a baseline of service levels and current workload demands
- b. Create a recommended framework for staffing levels
- c. Analyze the workforce
- d. Identify primary focus of succession planning efforts
- e. Develop near and short-term priorities

Human Resources Administrator Sabrina Foley introduced Mr. Patrick Ibarra of the Mejorando Group.

Mr. Ibarra introduced the process as a short-and long-term look toward the District's future. He reminded the board of the engagement of the Mejorando Group to provide workforce planning, and provided some detail on the project and process.

Mr. Ibarra presented a diagram of "headwinds" and asked the Board for input. Board members and staff contributed the following discussion:

- Water supply
- Labor supply / efficiency
- Recycled water
- Current staffing level / cross reference with services provided
- Staffing plan for next five years
- Costs to operations budget
- Cost effectiveness / cost efficiency
- Life cycle
- Economy / recession
- Back up / training / cross-training for all employees
- Drought
- Less water sales
- Supply chain issues
- City growth
- Adequate staff for BCVWD services
- California regulatory environment and certifications
- Contract labor / use of consultants
- Investment in technology
- Minimizing staffing level
- Customer service level / desired convenience
- Employee retention / volatility
- Balance

Ibarra led the Board in discussion and advised that being incremental is the path forward. He noted this is a labor-intensive organization and determination of services will come down to that and balancing costs and obligations and financial constraints.

The inside workforce is different, Ibarra continued. He said that four of the five employees he spoke with had been with the District for less than one year. Turnover is not uncommon, but sometimes newer employees are more receptive to doing things differently.

Director of Engineering Mark Swanson commented on the amount of technology and data and noted that someone has to pore through the data. Engineering receives a lot of calls, and each takes time and manpower. Working with one man down is challenging, he explained, and said the department will have to grow as time goes on. Engineering is several years behind on infrastructure and must figure out how to move forward effectively and efficiently.

Mr. Jagers described a recent examination of and resolution to an agreement from 1909. This is an example of cleaning up missed opportunities of past management and when things like this come to light, they are being memorialized in the District's Board agendas. The hope would be that it keeps getting better and growing succession through a layered system of staffing through all the departments, he said.

Ibarra concluded, saying this helps him understand the mindset and expectation of the Board as it is included in the overall scheme.

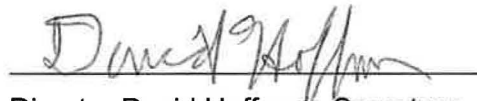
3. Adjournment

President Williams adjourned the meeting at 6:52 p.m.

ATTEST:



Director Lona Williams, President
to the Board of Directors of the
Beaumont-Cherry Valley Water District



Director David Hoffman, Secretary
to the Board of Directors of the
Beaumont-Cherry Valley Water District